

The Church of Saint Philip-in-the-Field

An Episcopal Church of the Anglican Communion

Wedding Guide

Introduction

The people of St. Philip's wish you every happiness and God's blessing on your wedding day. We hope your marriage will always be a sign of God's grace and presence to you and to others. In a Christian wedding, the couple invites their guests to join them in asking God's blessing on their marriage. A wedding is a festive and joyous service of worship. Everyone present is invited to participate in prayer, song, and when appropriate, the Holy Eucharist.

Our little church in the dell is located in West Plum Creek Valley, seven miles west of Castle Rock, five miles south of Sedalia. St. Philip's began in 1871 as a house of prayer at Bear Canyon Cemetery for the homesteading pioneers of the valley. St. Philip's is an active parish, which has been the spiritual home for many non-members in the valley, especially for weddings and funerals. St. Philip's is open to non-members for Christian weddings.

St. Philip's is a traditional church, with an altar, center aisle, and pew seating for 55-70 adults. Saint Philip's does have a parish hall where the wedding party may dress. It is also suitable for small receptions.

For Members

Entering the covenant marriage deserves the best and most careful preparation possible. These guidelines are made with that intent. They concur with the canon laws of the Church, the rubrics of the Book of Common Prayer, the laws of the state, and the policies of this parish. Please consider them carefully; we want your wedding to be planned as smoothly as possible, and your marriage ceremony to be a meaningful and memorable occasion.

Setting the Date

Church law requires at least thirty days notice before a wedding takes place. Even before that, there must be time for premarital counseling. So it is important to call the church office as early as possible to begin discussing marriage and wedding plans. A one-year period is not too soon.

For all weddings, the wisest sequence of planning is to consult the calendar for available dates, then speak with the priest first, before contracting the use of a reception hall, etc. *No wedding date is confirmed until the bride and groom have met with the priest, and have signed Declaration of Intent.* This not only allows for proper preparation for your marriage, but also shows a respectful ordering of priorities for your lives together. For Episcopal Weddings, it is also required that at least one of the parties will have been baptized.

If either party is divorced, and their former spouse is still living, permission to marry must be obtained from the Bishop. This entails additional paperwork and additional months of lead-time.

Marriage License

A marriage license from the state is a prerequisite to the Solemnization of Matrimony. The license should be deposited with the priest a minimum of *three days before* the ceremony. The appropriate certificates will be signed and the marriage license will be mailed to the County Clerk's office after the ceremony.

Planning the Ceremony

All member weddings at St. Philip's are done in accordance with the Book of Common Prayer. Within this traditional rite there is room for some creativity and special observances that are important to you. These must be planned carefully with the clergy and be well thought out before the rehearsal. You will be given a copy of the Prayer Book Rite of "The Celebration and Blessing of a Marriage". The service may appropriately include the Holy Eucharist or not. The decision to include or omit the Eucharist can be made with the counsel of the clergy as you plan. Unity candles are not part of the Prayer Book service.

The Rehearsal

The purpose of the rehearsal is to acquaint members of the wedding party with their roles in the service so that the service may be conducted in a relaxed but worshipful manner. The rehearsal is usually a day or two before the wedding, usually beginning at 5:00 or 5:30 p.m. It will begin promptly and will last approximately one hour. All participants in the wedding (attendants, ushers, parents, bridal party, readers) should participate in the rehearsal. Unless there is a special need, the organist is not present at the rehearsal.

One usher is generally necessary for every 35 guests. Groom's attendants can double as ushers, but it is helpful to have at least one usher who is not an attendant at the door during the ceremony for late arrivals. The bride, groom and two witnesses (usually the honor attendants) are required to sign official documents. This occurs at the rehearsal. Please remember that the rehearsal takes place in a house of worship and proper respect for this space will be observed. Dress may be casual if you wish.

Printed Programs

Some couples desire to have a printed program for the service. In this case, the officiating clergy will assist you in the planning of this leaflet. If it is to be printed by the church, it will be made up to look similar to a Sunday morning bulletin, with limited choice as to size and paper style. All information regarding content (names, musical selections, readings, etc.) must be submitted to the clergy at least two weeks before the wedding.

If you will have a leaflet, whether printed by the church or by your printer, the copies must be at the church in time for the rehearsal. It will be helpful for the officiating clergy and organist to have copies earlier than the rehearsal. Plan to have several more leaflets than the number of guests you expect to attend. Whether produced by the church or you, the clergy before printing will review the program.

Photographer

St. Philip's is an exceptionally beautiful place, surrounded by hundred- year old cedars, and open spaces with a westerly view of the Rampart range, including Elephant Rock.

St. Philip's asks that you be aware of the following guidelines for photography in the church. It is imperative that these policies be communicated to your photographer before engaging his or her services, and a copy will be given to you to pass along to the photographer you choose. Because marriage is a sacrament and the ceremony is a worship service, an atmosphere of reverence and a focus on prayer is kept. The photographer may enter the aisle and take flash pictures as the wedding party enters and leaves the church. Following that, *no flash pictures may be taken during the service and movement with photographic equipment must be kept to a minimum.* The photographer (or other guests with cameras) may not step into the center aisle during the ceremony. During the ceremony, photographs and video recordings may be taken from the rear of the church, or from a pre-arranged position at the side, and without flash or additional lighting.

Photographs may be taken in the church (either posed or casual) beginning one and a half hours before the service and concluding fifteen minutes prior to the ceremony, and/or for 15 minutes immediately following the service. Clergy are available immediately after the ceremony, if it is your wish that clergy be included in the photographs. The wedding couple is asked to please make plans with the staff in advance if they plan to use the church before and/or after the ceremony for photography. Please be aware that there may be several activities scheduled in the church on any given day, and all time needed for your wedding must be planned in advance with the church staff.

For Members and Non-Members

Music

The St. Philip's Organist normally plays for all weddings when organ music is desired. Another organist may be used, but must be approved by our organist. All music performed at the wedding is planned well in advance with the organist and clergy and is subject to their approval. You will need to meet with the organist early in the planning stages and perhaps again later to choose music. Please call the organist to make an appointment.

Other musicians may be a part of the ceremony. Soloists and instrumentalists are all appropriate to a beautiful wedding. Guest singers and instrumentalists are subject to the approval of the Organist of this parish (whether or not the parish musician will actually take part in the service).

Decorations

Flowers are a traditional and beautiful part of a wedding. Your budget and tastes determine the type and amount of flowers to be displayed in the church. It is the parish custom that two large bouquets used on the altar are the couple's gift to the church and will remain in the church. Additional flowers may be positioned at other places you wish.

You may decorate the pews with flowers or ribbons, etc. A kneeler will be provided for the bride and groom. Your florist may provide a cloth or disposable aisle runner, if you desire.

The altar is reserved for Holy Communion; no objects (flowers, unity candles, displays) may be placed on the altar. A white hanging called a dossal will hang on the wall above the altar. Six candles are used when there is no celebration of Holy Communion; eight are used with.

Frequently Asked Questions

- St. Philip's can provide two dressing rooms
- Throwing rice or birdseed after the service is permitted.
- St. Philip's has a nursery that you may use for babies and small children. However, we are not in a position to offer nursery care or attendants.
- Our priest may officiate at non-member weddings *according to the member guidelines*. An additional donation to the church of \$75 per counseling session is appropriate (4 sessions is the norm).
- Gifts to the church beyond the basic fees are always welcomed as a thanksgiving on the occasion of a marriage. It's appropriate that as much as 10% of your wedding expenses go to the church.

Membership at St. Philip's

If you are interested in becoming a member of St. Philip's, the place to begin is joining us for worship on a regular basis for at least nine months prior to your wedding. Then, after a time of instruction with the priest, commit yourself to the Baptismal Covenant.

The Baptismal Covenant: Called to Fellowship

As a Baptized Christian, I commit myself to membership in St. Philip-in-the-Field. I promise, with God's Help to:

- Renounce the world, the flesh, and the devil.
- Turn to Jesus Christ and accept him as my Savior.
- Follow and obey Jesus Christ as my Lord.
- Affirm the Nicene Creed.
- Attend worship weekly.
- Practice daily personal and family prayer.
- Give of my wealth thankfully and generously.
- Share my time and talent for building up Christ's body.
- Continue my personal growth in discipleship, ministry, and mission.

Fees and Suggested Donations

- Checks to the Church should be made out to "St. Philip-in-the-Field."
- The organist should be paid personally.

Members

10 People or less, using the church for 1 hour:

- \$50 for the Sexton
- \$25 for the Altar Guild (suggested)
- \$130 for the organist (another \$60 for accompaniment)

11-40 People, using the church for 2 hours:

- \$75 for the Sexton
- \$50 for the Altar Guild (suggested)
- \$130 for the organist (another \$60 for accompaniment)

41-70 People, using the church for 3 hours:

\$100 for the Church

\$75 for the Altar Guild (suggested)

\$130 for the organist (another \$60 for accompaniment)

Non-Members

10 People or less, using the church for 1 hour:

\$250 for the Church

\$150 for the Priest

\$50 for Bulletins

\$50 for the Altar Guild if you bring your own minister (For managing the facility and help with logistics).

\$130 for the organist (another \$60 for accompaniment)

11-40 People, using the church for 2 hours:

\$375 for the Church

\$150 for the Priest

\$55 for Bulletins

\$50 for the Priest for the Rehearsal

\$100 for the Altar Guild if you bring your own minister (For managing the facility and help with logistics).

\$130 for the organist (another \$60 for accompaniment)

41-70 People, using the church for 3 hours:

\$500 for the Church

\$150 for the Priest

\$50 for the Priest for the Rehearsal

\$65 for Bulletins

\$150 for the Altar Guild if you bring your own minister (For managing the facility and help with logistics).

\$130 for the organist (another \$60 for accompaniment)

Information Form for Holy Matrimony at St. Philip's

Bride's Full Name _____
Bride's Address _____
Bride's Telephone (home) _____ (work) _____
Bride's Email _____

Groom's Full Name _____
Groom's Address _____
Groom's Telephone (home) _____ (work) _____
Groom's Email _____

Date of Wedding _____ Time _____
Date of Rehearsal _____ Time _____
Officiant _____ Phone _____
Organist _____ Phone _____
Other musicians _____ Phone _____

Number in wedding party
Groom's attendants _____ Bride's attendants) _____
Others _____

Full names of witnesses
(Maid of Honor) _____
(Best Man) _____

Full names (and role) of other attendants

Holy Eucharist? _____ (which form) _____
Number of Chalice Bearers _____
Number and/or Names of Acolytes _____

Scripture Readings:
First Lesson _____ (Reader) _____
Second Lesson _____ (Reader) _____
Gospel Lesson _____
Reader of Prayers _____

Music Information:(in consultation with the organist)
Prelude _____
Processional _____
Hymns _____
Solos or Instrumental pieces _____

Recessional _____
Other _____

Other Liturgical
Information _____

Date bride joined St. Philip's (if applicable) _____

Bride's date of birth _____ Date of Baptism _____

Bride's date of Confirmation/Reception into Episcopal Church _____

Maiden _____ Widow _____ Divorced _____ (if divorced, date finalized) _____

Number of this marriage: for bride _____

Bride's father's full name _____

is father living? _____

Bride's mother's full name _____

is mother living? _____

Date Groom joined St. Philip's (if applicable) _____

Groom's date of birth _____ Date of Baptism _____

Groom's date of Confirmation/Reception into Episcopal Church _____

Bachelor _____ Widower _____ Divorced _____ (if divorced, date finalized) _____

Number of this marriage _____

Groom's father's full name _____

is father living? _____

Groom's mother's full name _____

is mother living? _____

Address after marriage _____

Phone number after marriage _____

Will there be a bulletin? _____

Will it be prepared by St. Philip's? _____

Information for Altar Guild _____

Florist _____ (Phone) _____

Desired Time to Deliver/Set up Flowers on wedding day _____

Photography Guidelines

(For your Photographer)

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Photographer _____ (Phone) _____

I, (name) _____ the Photographer have read these guidelines and I and my staff will abide by them.

Signature _____